SITS Trainers Network

22 April 2016 – University of London

Welcome to the University of London

Tim Wade
Director of Student Services, UOL International Programmes

Pam Roberts
Director Student Recruitment & Enrolment, UOL International Programmes

- The University of London is unlike many other universities. It consists of 17 self-governing Colleges and 9 specialist research Institutes.
- The University of London is the world's oldest provider of transnational education.
- Since 1858 we have made our programmes accessible to students all over the world.

UOL International Programmes

158
years of academic excellence

7 Nobel Prize Winners

600+
exam centres worldwide

50,000+
students in over 180 countries

1,000,000+
students have registered on one of our MOOCs

70+
a growing network of independent teaching institutions worldwide

Implementing SITS:Vision at UOL

- Implementation of SITS formed part of the wider Business Transformation Programme.

- There was a need to replace older legacy in-house systems with a scalable and customisable ‘off the shelf’ product.

- The aim was to provide a new student administration system for the International Programmes using both Client Server and e:Vision.

- The initial project began in August 2008 until May 2012.

- Further implementation of SITS has continued since the initial project as a number of product enhancements.

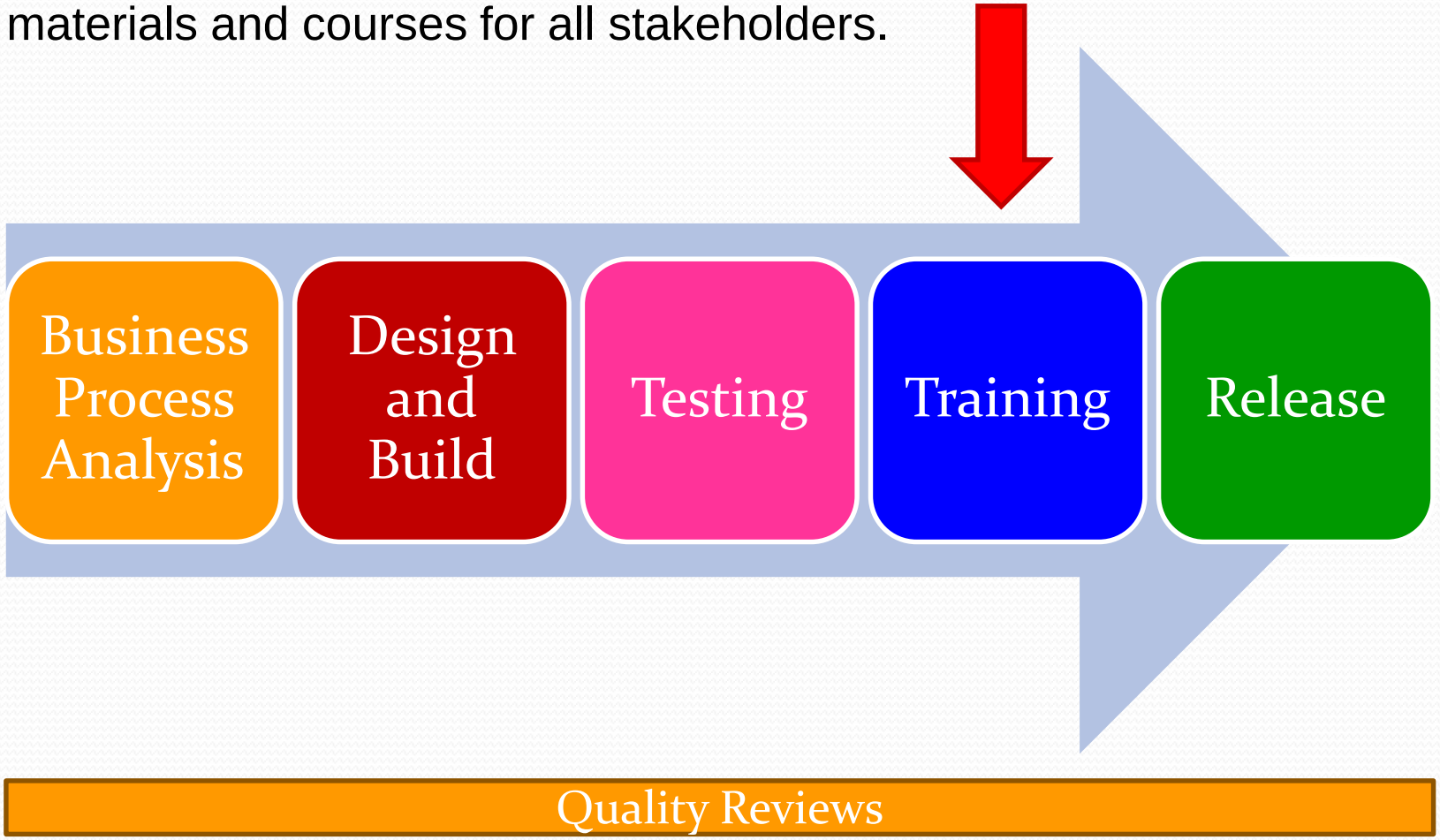
Implementing SITS:Vision at UOL

- Our SITS implementation is made up of a number of staged product developments.

Enquiries:	November 2009
Admissions and Fees:	August 2010
Enrolments, Mod Diets, Fees:	May 2011
Stock Control:	May 2011
Accessibility Manger:	May 2011
Assessments:	2011 onwards
Enhancements:	2013/14 onwards
New Programme Developments:	2015 onwards

Need for Dedicated Training

- Very early on in the project, it was identified that a dedicated provision for training would be required to create bespoke training materials and courses for all stakeholders.



Testing and Training at UOL

- Dr. Richard Clark was seconded from Staff Development to work with the SITS team during implementation.

- After the initial project concluded, Richard was retained as a dedicated trainer for SITS and more recently as the **Head of Training and Development** in the International Programmes.

- Recently a new **Quality Review & Testing Manager** (Tim Hall) has been appointed to improve the management of testing for our future implementations.

- The **SITS Trainers Network** has been an invaluable professional network to share ideas, lessons learned, good practice and to network with many SITS training/support professionals around the UK (and worldwide).

Enjoy your **SITS Trainers Network** conference day and the tour of Senate House.

Agenda

- **10:30 – 11:00** **Welcome to the University of London (Tim Wade/Pam Roberts, UOL)**
- **11:00 – 11:30** **SITS Trainers Network Activities and Updates (Richard Clark, UOL)**
- **11:30 – 11:45** ***Coffee/Tea & Comfort Break***
- **11:45 – 12:30** **Presentation: "SITS Experts" (Richard Block, Aston University)**
- **12:30 – 14:00** ***Lunch & Tour of Senate House***

  12:30-13:30 Tour SENATE HOUSE 13:30-14:00 Lunch
- **14:00 – 15:15** **Breakout Sessions**

  (Breakout 1) "**Testing and Training**"
  Tim Hall, UOL - Bloomsbury Room (Room 35, Senate House)

  (Breakout 2) "**STN Collaborative Manuals: The Next Volume**"
  Richard Clark, UOL - Montague Room, (Room 26, Senate House)
- **15:15 – 15:30** ***Coffee/Tea & Comfort Break***
- **15:30 – 15:50** **Future Objectives of the SITS Trainers Network (Richard Clark)**
- **15:50 – 16:00** **AOB & Close**

Introductions…

- Please introduce yourselves to the group:

11:00-11:30 Updates and STN Activities

- Noted apologies for absence.
- Brief recap on how the STN formed, objectives and past events.
- Overview of resources:
  - MySITS (SITS Training Forum).
  - STN Website.
  - Linkedin Group.
- Minutes and summary of actions from previous meeting.
- Further Updates/2015 Roundup.

Apologies Received

- Alison Ryle — Northumbria University
- Conor Rapple — Trinity College Dublin
- Jeanette Fluellen — University of Winchester
- Jillian Bagnall — Tribal Group plc
- Kate Wilson — London Metropolitan University
- Karen Senior — York St John University
- Sarah Kenyon — Kingston University
- Sarah Wood — University of Warwick

SITS Trainers Network is 4 years old

On 29/02/2016

About the SITS Trainers Network

SITS Trainers Forum/Network
Founded
29/02/2012

Founded **29/02/2012** by Dr. Richard Clark & Mr. Aditya Vadali (co-chairs).

~~SIG/WG???~~
Network ✓

30/05/2012 Mr. John Davis replaced Mr. Aditya Vadali as co-chair.

21/11/2014
Mr. John Davis stood-down
Richard continues as Chair

- Sharing knowledge, lessons learned, training approaches and good practice
- Showcases (training and e-Learning)
- Offer re-purposed training materials
- Profiling SITS training activities
- Skills analysis of STN members
- Collaborative training initiatives

90 members

45 institutions

+1 company: Tribal

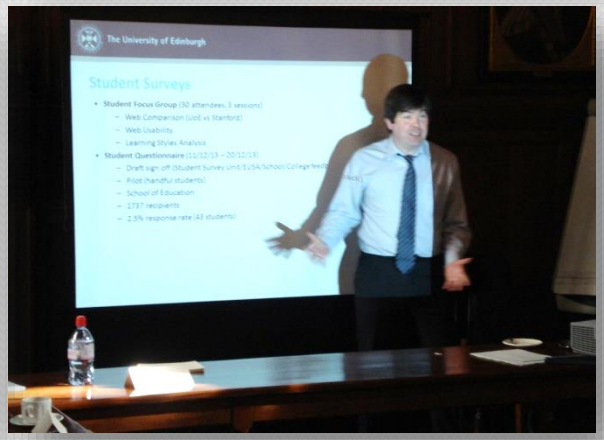
SITS Trainers Network

STN Events

1. University of Oxford (29/02/2012)
2. Celtic Manor, Newport (July 2012)
3. University of Wolverhampton (24/05/2013)
4. Celtic Manor, Newport (July 2013)
5. University of Edinburgh (28/02/2014)
6. Celtic Manor, Newport (July 2014)
7. University of Huddersfield (21/11/2014)
8. Bournemouth Arts University (20/03/2015)
9. University of London (22/04/2016)

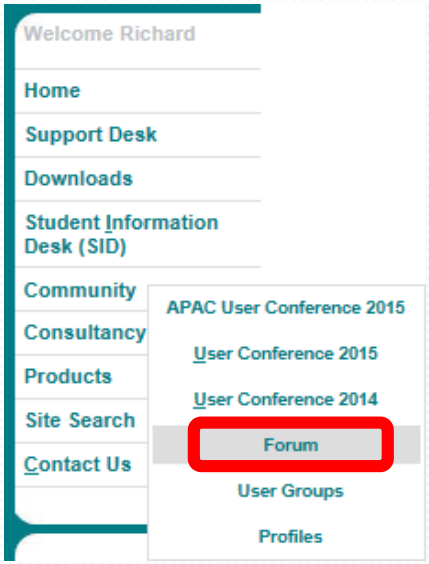
GeneSIS
Four Hundred Years of Paper and Beyond

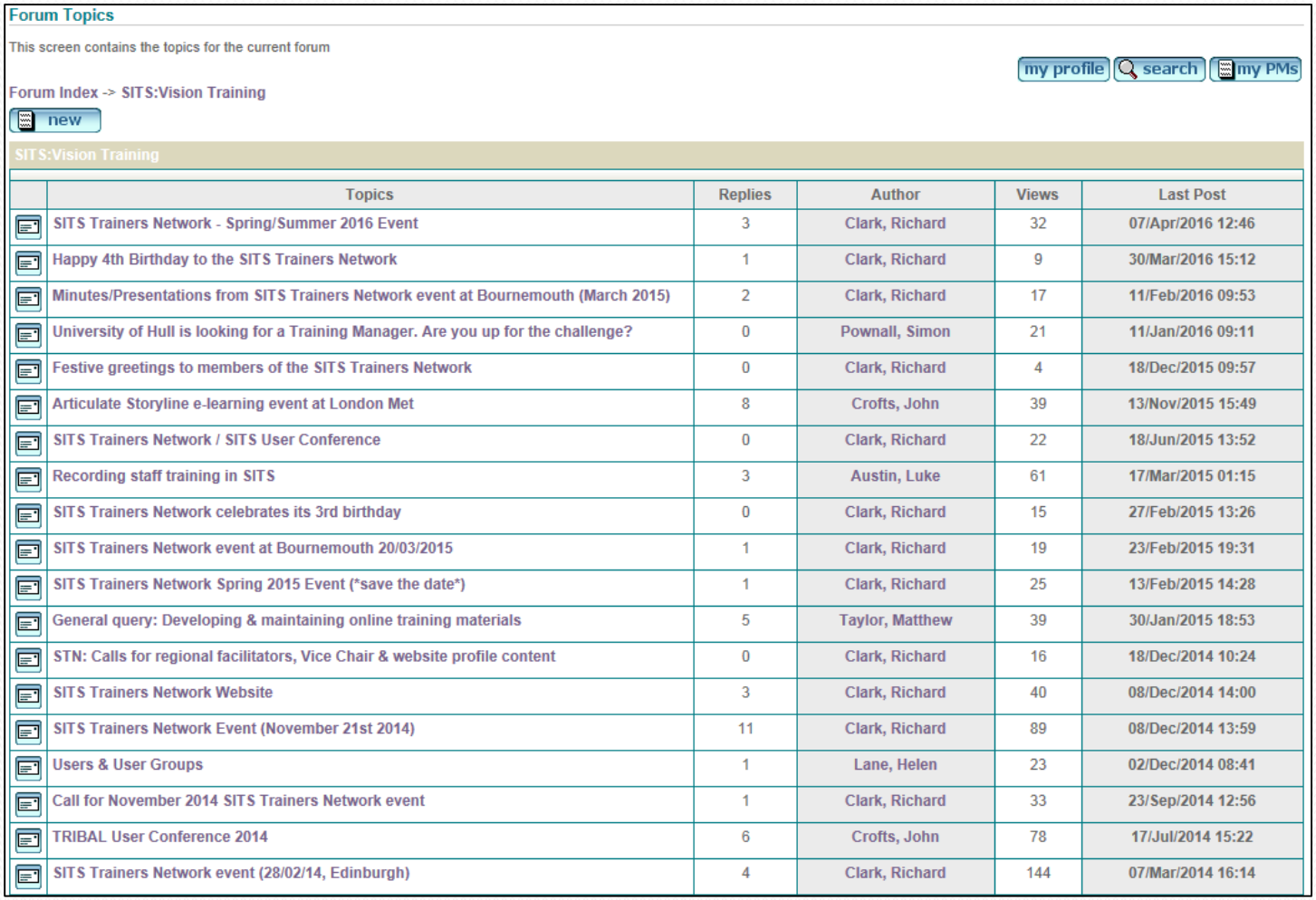
University of St Andrews
Scotland's first university


The University of Edinburgh
Student Surveys

SITS Training Forum on MySITS

www.mysits.com





	Topics	Replies	Author	Views	Last Post
	SITS Trainers Network - Spring/Summer 2016 Event	3	Clark, Richard	32	07/Apr/2016 12:46
	Happy 4th Birthday to the SITS Trainers Network	1	Clark, Richard	9	30/Mar/2016 15:12
	Minutes/Presentations from SITS Trainers Network event at Bournemouth (March 2015)	2	Clark, Richard	17	11/Feb/2016 09:53
	University of Hull is looking for a Training Manager. Are you up for the challenge?	0	Pownall, Simon	21	11/Jan/2016 09:11
	Festive greetings to members of the SITS Trainers Network	0	Clark, Richard	4	18/Dec/2015 09:57
	Articulate Storyline e-learning event at London Met	8	Crofts, John	39	13/Nov/2015 15:49
	SITS Trainers Network / SITS User Conference	0	Clark, Richard	22	18/Jun/2015 13:52
	Recording staff training in SITS	3	Austin, Luke	61	17/Mar/2015 01:15
	SITS Trainers Network celebrates its 3rd birthday	0	Clark, Richard	15	27/Feb/2015 13:26
	SITS Trainers Network event at Bournemouth 20/03/2015	1	Clark, Richard	19	23/Feb/2015 19:31
	SITS Trainers Network Spring 2015 Event (*save the date*)	1	Clark, Richard	25	13/Feb/2015 14:28
	General query: Developing & maintaining online training materials	5	Taylor, Matthew	39	30/Jan/2015 18:53
	STN: Calls for regional facilitators, Vice Chair & website profile content	0	Clark, Richard	16	18/Dec/2014 10:24
	SITS Trainers Network Website	3	Clark, Richard	40	08/Dec/2014 14:00
	SITS Trainers Network Event (November 21st 2014)	11	Clark, Richard	89	08/Dec/2014 13:59
	Users & User Groups	1	Lane, Helen	23	02/Dec/2014 08:41
	Call for November 2014 SITS Trainers Network event	1	Clark, Richard	33	23/Sep/2014 12:56
	TRIBAL User Conference 2014	6	Crofts, John	78	17/Jul/2014 15:22
	SITS Trainers Network event (28/02/14, Edinburgh)	4	Clark, Richard	144	07/Mar/2014 16:14

Website

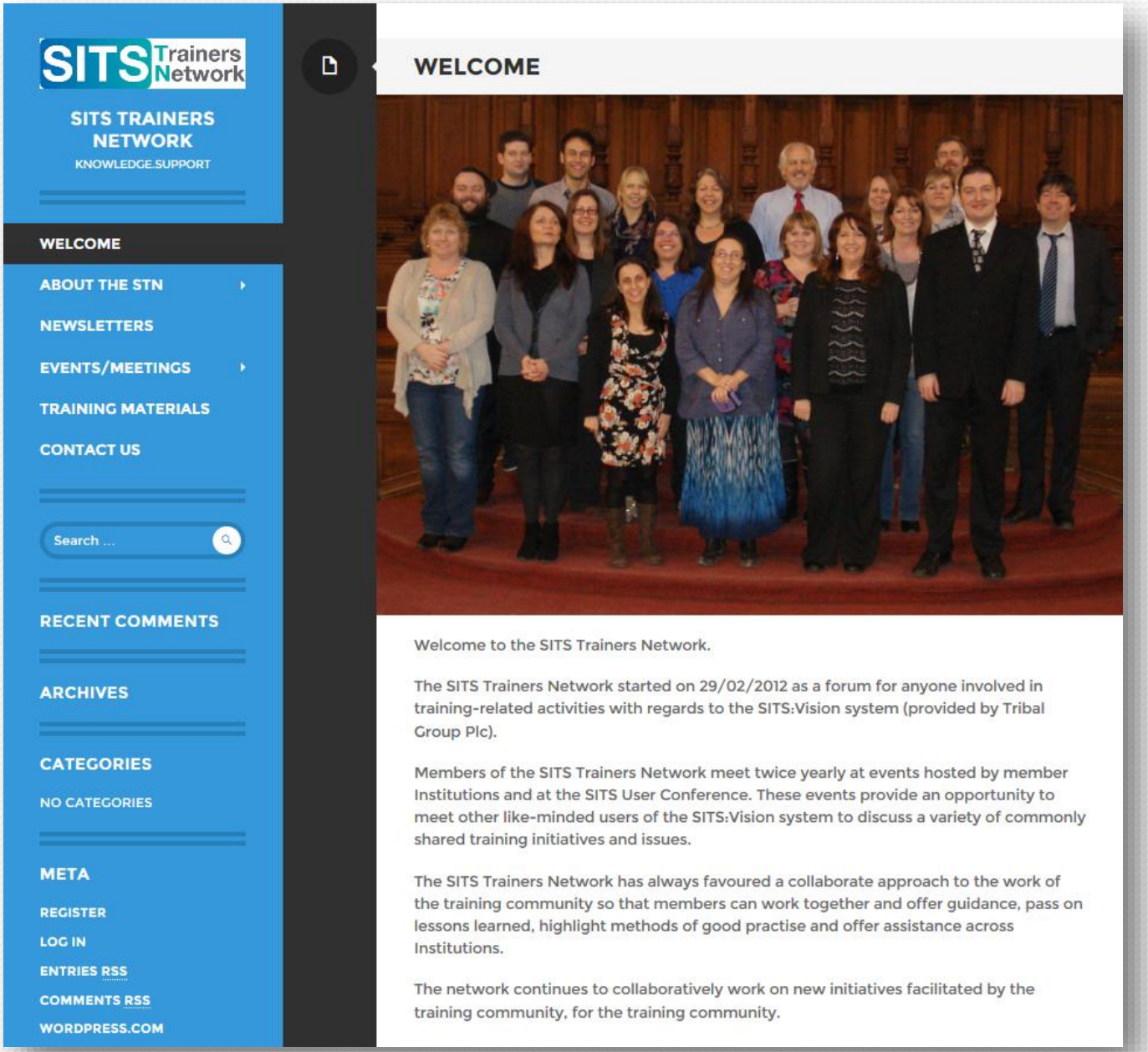
SITS Trainers Network

Email
sitstrainersnetwork@gmail.com

Web
http://sitstrainersnetwork.wordpress.com

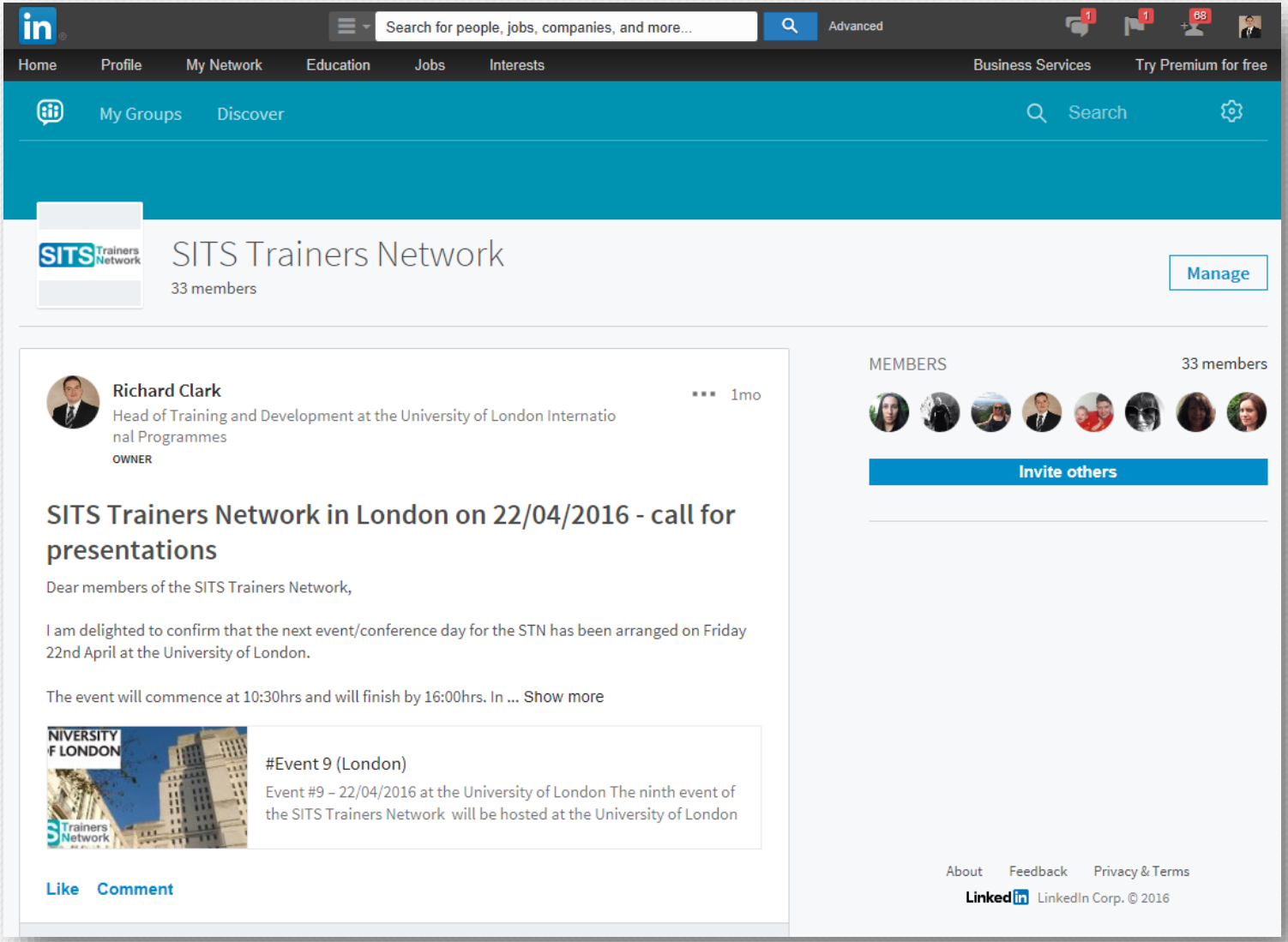
Scan to view website

Demo



STN LinkedIn Group

Linked in



Demo

Minutes & Actions (from Bournemouth)

No	Action Items	Status	Outcome
1.	Chair will re-issue call for the submission STN member profiles to add to the website.	Ongoing	
2.	Chair has issued invitation to the STN community for a Vice-Chair.	✓	✗
3.	Chair to re-issue invitation to the STN community for regional facilitators to form STN Committee (as only 1 nomination received so far).	✓	Ongoing
4.	Chair to arrange Pilot STN webinar for STN Committee during 2015.	✗	TBA
5.	John Crofts to also put forward webinar solutions used by the University of Surrey.	✗	
6.	Chair to post minutes, presentations and photos from STN event in Bournemouth.	✓	✓
7.	STN members to forward details of which RUG's they attend (to Chair or Luke Austin) to co-ordinate further training agenda items.	Ongoing	
8.	Chair and STN members to continue to investigate potential funding opportunities.	Ongoing	
9.	Chair to edit and re-issue modification to the contents list for completion of Volume 1 of collaborative framework manual during May 2015.	✓	✓
10.	Chair to send guest logins to delegates at Bournemouth in order to view examples of SITS e-Learning on the UOL International Programmes VLE (MOODLE).	✓	✓
11.	Chair to setup STN YouTube Channel/Google+ and invite examples of videos to share amongst STN community.	✓	Ongoing
12.	Helen Lane to share her work on User Group clean up at Anglia Ruskin University.	Ongoing?	
13.	Chair to create a template/outline of an e-Learning showcase/presentation to circulate to Bournemouth delegates (for the SITS Conference).	Many STN members not attending conference	
14.	Chair to plan next event during Q4 2015.	✗	2016 instead

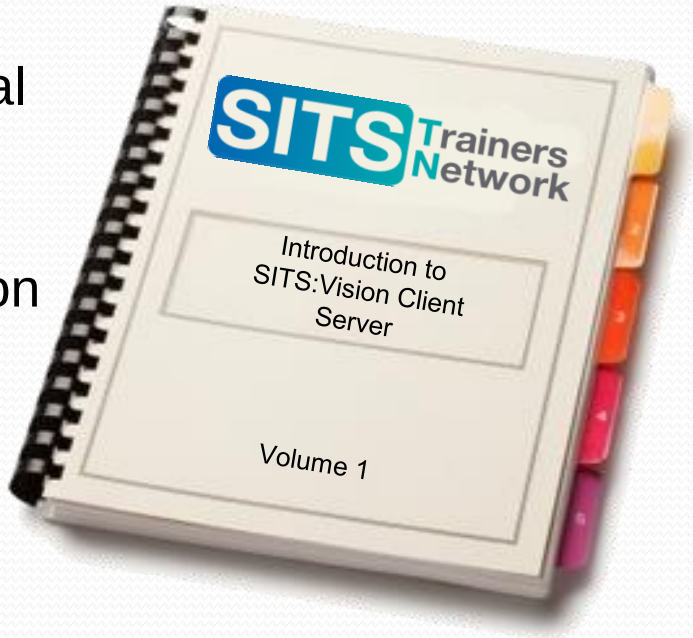
Further Updates / 2015 Roundup

- STN at Bournemouth during March 2015.

- Collaborative Framework Training Manual (Vol 1)
- Creating and maintaining e-Learning/training/support materials
  - MOODLE-based static e-Learning materials.
  - Interactive e-Learning materials ('see it', 'try it', 'know it' modes).
    - Oracle UPK & STT Trainer.
  - Videos for staff training/e-Learning (created using Snagit and Camtasia).
  - Videos created as student 'how to' guides.
  - Articulate Storyline (to create other forms of interactive e-Learning).
- User Groups

Further Updates / 2015 Roundup

- No STN at 2015 SITS Conference.
- No Q4 2015 event (due to busy schedules and lack of availability of many STN members). Early 2016 arranged instead.
- Work on first collaborative manual continued (now completed).
- Further planning and co-ordination for Volume 2 will commence (*this afternoon*!)
- Many new STN members (and some previous members have changed roles).



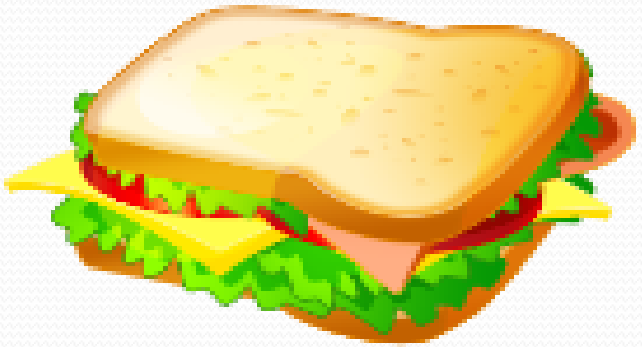
11:30 – 11:45 (Coffee/Tea/Break)

11:45 – 12:30 Presentation

“SITS Experts”

Richard Block

12:30 – 14:00
(Tour of Senate House and Lunch)



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(Breakout 2)
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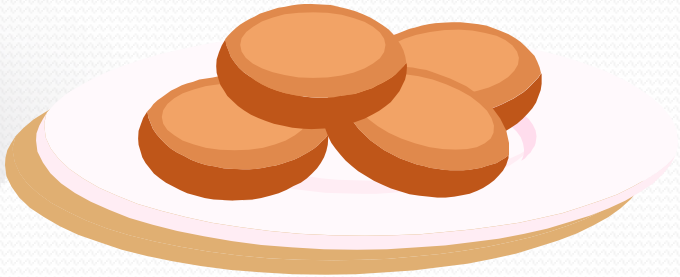

Future initiatives for the STN

- Profile of members for STN website.
- Highlight collaborative themes for potential funding opportunities.
  - Research-based publication of STN work and approaches?
- STN at the SITS User Conference 2016?
- Topics for future STN events
- Next event: Where & When?

SITS Trainers Network

AOB and Close

SITS Trainers Network

Thank you and safe journey home